2009-2010 Title I Performance Report
for Title I, Part A Funds

Instruction Manual

New Jersey Department of Education

The *No Child Left Behind Act* (NCLB) **requires** the annual collection of data from school districts that received Title I funds. This information contributes to a larger comprehensive State Performance Report that the New Jersey Department of Education must submit to the U. S. Department of Education for a national perspective. The purpose of the Title I Performance Report is to provide a summative analysis of *the impact of Title I, Part A funds on student performance and to report how these funds were used*.

All districts that received Title I, Part A funds in the 2009-2010 school year must submit data for this Performance Report, even districts that are not receiving funding for 2010-2011. The data for how Title I, Part A funds were spent in 2009-2010 must match your district's approved *FY 2010 NCLB Consolidated Application*. For example, if your application indicated expenditures for teachers and paraprofessionals, the Performance Report should include corresponding numbers on the FTE table.

__Please note:__ The Title I, Part A performance reporting system is incorporated into the EWEG system. Enter the system using the district's ID and password and choose "Title I Performance Report." In the drop-down box at the top of the screen that is labeled "Year," select year **2010** and click on the button that says "Create Application."

This instruction guide will walk you through each screen of the report.

If you have questions relating to the Title I, Part A **program, data**, **or technical performance of the collection system**, you may e-mail them to titleone@doe.state.nj.us and include the following information:

- ♦ name and code of the LEA, i.e., Absecon City (0010)
- ♦ the inquirer's direct phone number

Checklist of Data Required to Complete This Report

You will need the following data about Title I, Part A services your district provided during the 2009-2010 school year.

❑ Table 1a – For All Title I Districts: The number of Title I students served with Part A funds, disaggregated by race/ethnicity. These counts do not include nonpublic school students served or students served with Part A, Neglected funds. Part A data counts must identify students as attending targeted assistance schools (TAS) or schools operating approved Title I schoolwide programs (SWP).

❑ Table 1b – For All Title I Districts: The number of Part A students who received Title I services, disaggregated by grade level, and identified as either TAS, SWP, Part A Neglected, or Nonpublic (Private) School students.

❑ Table 2 – For All Title I Districts: The number of Title I, Part A students, disaggregated by instructional subject and support services, <u>for TAS only</u>. Nonpublic School students are also counted.

❑ Table 3 – For All Title I Districts: The number of students within special service groups, i.e., students with disabilities, limited English proficient (LEP), homeless, and migrant, and the number of students within selected categories who received SES.

❑ Table 4 – For All Title I Districts: The number of full-time equivalent staff (administrators, support staff, teachers) in Title I targeted assistance programs, paraprofessionals in targeted assistance and schoolwide programs, and the number of paraprofessionals, disaggregated by qualification criteria. The number of <u>Title I</u> paraprofessionals who served students with disabilities is also collected.

❑ Table 5a – For Title I schools in need of improvement (SINIs) required to offer the school choice option: 1) The number of students who were <u>eligible</u> for transfer to another school *within* the district; 2) The number of students who <u>applied</u> for transfer; 3) The number of students who were given the <u>opportunity</u> to transfer; 4) The number of students who actually transferred; and 5) The number of students who previously transferred and are continuing at the choice school in the current year.

❑ Table 5b – For Title I SINIs required to offer supplemental educational services (SES): 1) The number of Title I students who were <u>eligible</u> for SES; 2) The number of students who applied for SES; 3) The number of students who were given the <u>opportunity</u> for SES; and 4) The number of students who actually <u>received</u> SES. Also requested are dollar amounts spent on school choice transportation and SES and how often SES was offered.

❑ Table 6a – For Title I SINIs: The number of students who transferred to each eligible school

<u>within</u> the district.

❑ Table 6b – For Title I SINIs: The number of Title I students who transferred to schools <u>outside</u> of the district through the Title I school choice option, plus identification of these schools, districts, and counties.

❑ Table 7 – SES Provider Information for Title I SINIs: 1) Each SES provider that served eligible students in your district; 2) The number of students enrolled with each provider; 3) The number of students who attended at least 80% of the sessions; and 4) The number of students who received services up to their maximum per-pupil allotment.

❑ SES Evaluation: For each SES provider that served students in your district, a survey must be completed.

❑ Table 8 – For All Title I Districts with served Corrective Action Schools: Identification of actions taken by Title I corrective action schools.

❑ Table 9 – For All Title I Districts with served Restructured Schools: Identification of actions taken by Title I restructured schools.

2009-2010 Title I Performance Report on EWEG

The Title I, Part A performance data collection is part of the EWEG system. **All** districts that received Title I, Part A funds in the 2009-2010 school year must complete the performance survey. The instructions in this manual will guide you through the process. If you have any problems entering your data or submitting the report, contact the Office of Student Achievement and Accountability at titleone@doe.state.nj.us.

Logging On
Each district must use its individual EWEG ID and Password to log into the system. If you do not know your district's ID and Password, contact your district technology support person.

Menu List

STATE OF NEW JERSEY
DEPARTMENT OF EDUCATION

EWEG
Electronic Web-Enabled Grant System

Sign Out

You have been granted access to the forms below by your Security Administrator

Formula Grant
NCLB
NCLB Needs Assess Program Plan
Perkins Secondary
Title I Comparability
Final Reports
NCLB Final Report
Perkins Secondary FR
Performance Reports
Title I - Performance Report
Title IID - Performance Report

If the form you need is not listed, contact your Security Coordinator :

To access the performance report, click on the Title I Performance Report link. You will then see a screen similar to the one shown on the following page.

Creating the Report

You must now generate the 2010 report. Select the year 2010 in the drop-down box and click on "Create Application." This will establish the report in EWEG and you will see the 2010 report added to the list of available applications.

Application Select - Title I Perf Rpt					Instruction

The new year Performance Report is now available, click the Create Application button to create your Performance Report

Year: 2010 ▾   Create Application

Select an application from the list(s) below and press one of the following buttons:

Open Performance Report   Create Amendment
Review Summary

Select	Application / Amendment	Original Submit Date	NJDOE Final Approval Date	Status	Status Date
2008-2009					
○	09-TitleI-00 Original Application	11-24-2009	11-24-2009	Final Approved	11-24-2009
2007-2008					
○	08-TitleI-00 Original Application	11-17-2008		Submitted to NJDOE	11-17-2008
2006-2007					
○	07-TitleI-00 Original Application	12-17-2007		Submitted to NJDOE	12-17-2007
2005-2006					
○	06-TitleI-00 Original Application	03-22-2007		Submitted to NJDOE	03-22-2007
2004-2005					
○	05-TitleI-00 Original Application	08-17-2006		Submitted to NJDOE	08-17-2006

Selecting the Report

Application Select - Title I Perf Rpt						Instruction

Select an application from the list(s) below and press one of the following buttons:

Open Performance Report	Create Amendment	Delete Application/Amendment
Review Summary		

Printed Applications:

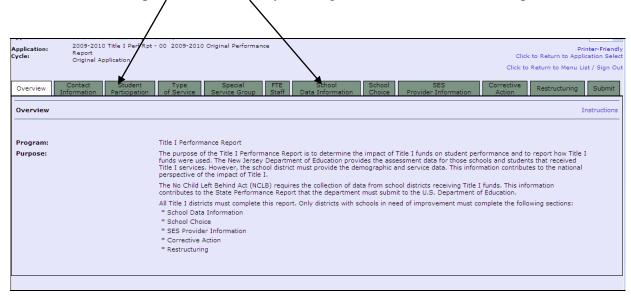| Select	Application / Amendment	Original Submit Date	NJDOE Final Approval Date	Status	Status Date
2009-2010					
●	10-TitleI-00 Original Application			Not Submitted	
2008-2009					
○	09-TitleI-00 Original Application	11-24-2009	11-24-2009	Final Approved	11-24-2009
2007-2008					
○	08-TitleI-00 Original Application	11-17-2008		Submitted to NJDOE	11-17-2008
2006-2007					
○	07-TitleI-00 Original Application	12-17-2007		Submitted to NJDOE	12-17-2007
2005-2006					
○	06-TitleI-00 Original Application	03-22-2007		Submitted to NJDOE	03-22-2007
2004-2005					
○	05-TitleI-00 Original Application	08-17-2006		Submitted to NJDOE	08-17-2006

Click on the radio button to the left of the listing for the 10-TitleI-00 Original Performance Report. The screen will refresh itself, updating the selection buttons located above the application line. Buttons that are available will display text that is clearly visible and buttons that are unavailable will display blurred text.
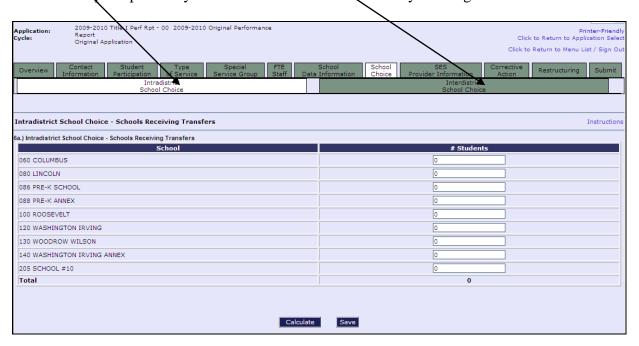
Click on Open Performance Report to display the Title I Performance Report.

Navigating Within the Report

All sections of the report are accessible by clicking on tabs located across the top of the screen.

| Application:
Cycle: | 2009-2010 Title I Perf Rpt - 00 2009-2010 Original Performance
Report
Original Application | | | | | | | Printer-Friendly
Click to Return to Application Select
Click to Return to Menu List / Sign Out |

| Overview | Contact
Information | Student
Participation | Type
of Service | Special
Service Group | FTE
Staff | School
Data Information | School
Choice | SES
Provider Information | Corrective
Action | Restructuring | Submit |

Overview   Instructions

Program: Title I Performance Report

Purpose: The purpose of the Title I Performance Report is to determine the impact of Title I funds on student performance and to report how Title I funds were used. The New Jersey Department of Education provides the assessment data for those schools and students that received Title I services. However, the school district must provide the demographic and service data. This information contributes to the national perspective of the impact of Title I.

The No Child Left Behind Act (NCLB) requires the collection of data from school districts receiving Title I funds. This information contributes to the State Performance Report that the department must submit to the U.S. Department of Education.

All Title I districts must complete this report. Only districts with schools in need of improvement must complete the following sections:
 * School Data Information
 * School Choice
 * SES Provider Information
 * Corrective Action
 * Restructuring

Some tabs may have subtabs that appear directly below the selected tab (see below). The first subtab will open up initially. You can access additional tabs by clicking on the labeled subtab.

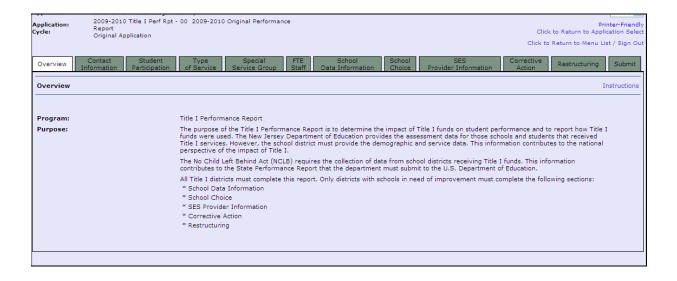All pages that require data to be entered will have a Save button located at the bottom of the page.

<u>Note:</u> You must click the Save button before you leave each screen or you will lose the data you entered.

<u>Note:</u> Do not use the Back button to access a previous screen. Save your work and use the tabs at the top of the screen. Using the Back button will create error pages preventing you from accessing screens and interfering with the system's functionality.

Title I Performance Report Step-by-Step

Tab 1: Overview

This screen provides an introduction to the Title I Performance Report.

Tab 2: Contact Information

The information on this screen is pulled automatically from the Central Contact system.

Note: Be sure you have updated the Central Contact system to reflect district staff currently responsible for the various programs and functions.

Application:	2009-2010 Title I Perf Rpt - 00 2009-2010 Original Performance Report								Printer-Friendly
Cycle:	Original Application								Click to Return to Application Select
									Click to Return to Menu List / Sign Out

| Overview | Contact Information | Student Participation | Type of Service | Special Service Group | FTE Staff | School Data Information | School Choice | SES Provider Information | Corrective Action | Restructuring | Submit |

LEA Contact Information   Instructions

Note: The contact data on this page are maintained within the LEA Central Contact system. Any changes to the LEA Contact information should be made in the LEA Central Contact system.

Administrative Offices:

Address 1*

Address 2

City*   State*   Zip+4*

Phone*   Fax*

Chief School Administrator/College President/Agency Head:

Last Name*   First Name*

Phone*   Fax*

Summer Phone   Email*

                                              Confirm Email*

Business Manager/Financial Officer:

Last Name*   First Name*

Phone*   Fax*

Summer Phone   Email*

                                              Confirm Email*

NCLB Project Director:

Last Name*   First Name*

Address 1*

Address 2

City*   State*

Phone*   Fax*

Summer Phone   Email*

                                              Confirm Email*

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Tab 3: Student Participation

1a. Student Participation by Racial/Ethnic Group (Unduplicated)

*All Districts that received Title I, Part A funding in 2009-2010 must complete Tables 1a and 1b.
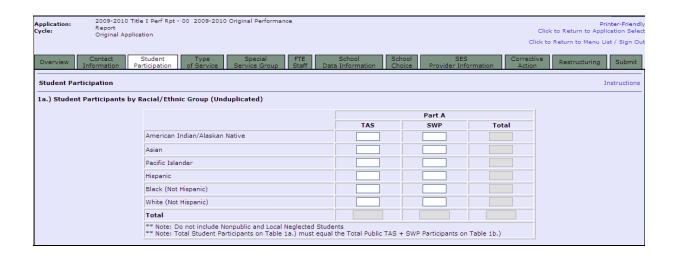
Purpose: This table collects data on public school students by type of program—targeted assistance (TAS) or schoolwide (SWP). The student data must be disaggregated according to racial/ethnic group.

Note: The EWEG system has built-in edits that interact to verify column totals and cross-reference tables, if appropriate. If totals do not correlate, you may receive an error message.

For Table 1a, enter the *unduplicated count,* by ethnicity, for students who participated in a Title I program at anytime during this reporting period. Include students in targeted assistance programs (TAS) and schoolwide programs (SWP). Count a child only once in each category even if the child participated during more than one term or in more than one school during the reporting period. Include pre-K through Grade 12. Do not include Local Neglected Students (those served with Title I, Part A Neglected funds), nonpublic students, or adult participants in adult literacy programs funded by Title I in this table.

Students may only be listed under SWP if the funded school is operating an approved Title I schoolwide program. Please do not confuse a school with a Title I schoolwide program with a single attendance area school.   Please review the definitions of these terms.

Note: All students attending a Title I school operating an approved schoolwide program are considered Title I students.

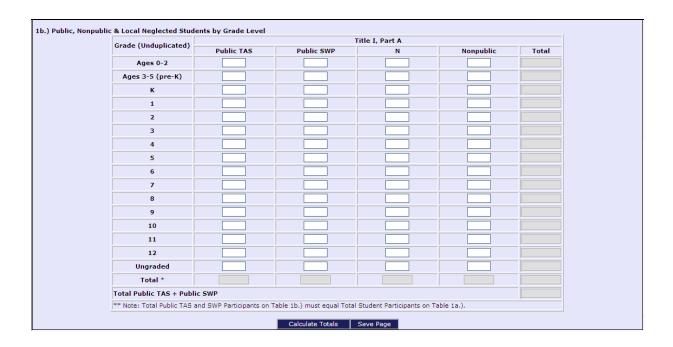## 1b: Public, Nonpublic & Local Neglected Students by Grade Level

Purpose:
This table collects data by grade level for all students served with Title I, Part A funds.

For Title I, Part A, enter the total *unduplicated* number of students who received Title I services during the 2009-2010 school year, by grade level. Enter the totals for your district's TAS and SWP students in columns 1 and 2. Enter the total served with Title I, Part A Neglected funds in column 3. Enter the total nonpublic school students served with Title I, Part A funds in column 4. The numbers in column 5 are calculated automatically and represent the total for each row.

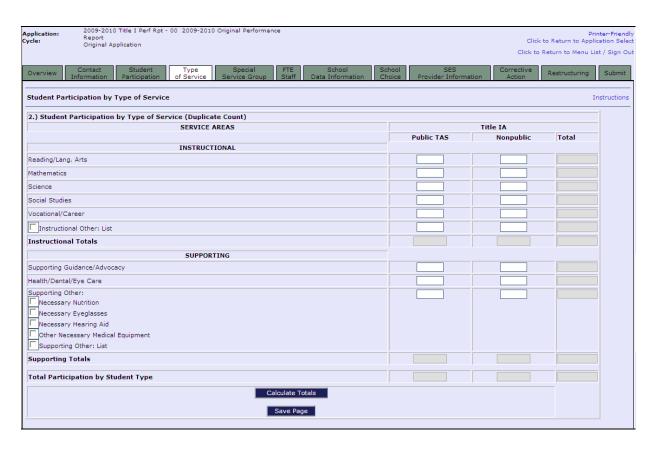The student totals for the TAS and SWP columns in Table 1b must equal the student totals for Table 1a.

Note: All students attending a Title I school operating an approved schoolwide program are considered Title I students.

1b.) Public, Nonpublic & Local Neglected Students by Grade Level

Grade (Unduplicated)	Title I, Part A				
	Public TAS	Public SWP	N	Nonpublic	Total
Ages 0-2					
Ages 3-5 (pre-K)					
K					
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
Ungraded					
Total *					
Total Public TAS + Public SWP					
** Note: Total Public TAS and SWP Participants on Table 1b.) must equal Total Student Participants on Table 1a.).					

Calculate Totals   Save Page

⌐⊖   After all data are entered, click the Calculate Totals button, then click the Save Page button.

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Tab 4: Student Participation by Type of Service (TAS only)

* All districts that received Title I, Part A funding in 2009-2010 and conducted a targeted assistance program must complete this table.*

Purpose: The purpose of this table is to determine the number of students in targeted assistance programs who received Title I instructional services in content areas and support services during the 2009-2010 school year. This table collects data for TAS only; *do not* include schoolwide student counts. Include students funded with Title I, Part A Neglected funds in this count. Include the nonpublic students served in the "Nonpublic" column.

The screen is shown above in two sections showing the instructional and supporting data collection fields.

　🖱　Enter the student counts for public school TAS students in column 1 and the number of nonpublic school students in column 2.

　　Since students may have received services in multiple categories, students *may be counted more than once*. These may be *duplicate* counts, but count each student only once in each category.

🖱 When all data are entered, click the Calculate Totals button, then click the Save Page button.

Tab 5: Student Participation by Special Service Group

* All districts that received Title I, Part A funding in 2009-2010 must complete this table.*

Application:	2009-2010 Title I Perf Rpt - 00 2009-2010 Original Performance Report			Printer-Friendly
Cycle:	Original Application			Click to Return to Application Selec
				Click to Return to Menu List / Sign Ou

| Overview | Contact Information | Student Participation | Type of Service | Special Service Group | FTE Staff | School Data Information | School Choice | SES Provider Information | Corrective Action | Restructuring | Submit |

Student Participation by Special Service Group   Instructions

3.) Student Participation by Special Service Group

	Public TAS and SWP	SES Served
# of Students with Disabilities (IDEA)		
LEP Students		
Homeless		
Migrant		

Save Page

Purpose: The purpose of this screen is to 1) provide the total unduplicated count of all Title I disabled, limited English proficient (LEP), homeless, and migrant students in the district and the number who received Title I services at any time during the 2009-2010 school year.
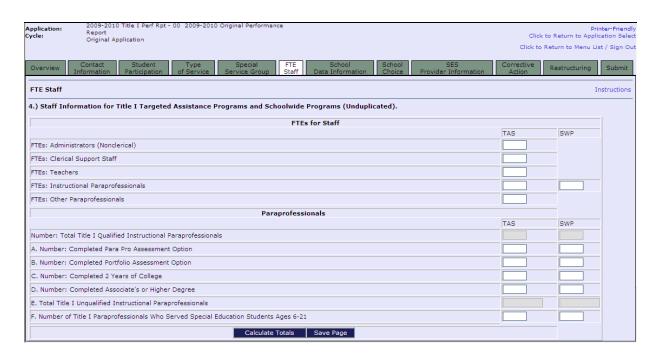
- Enter the total number of public school disabled, LEP, homeless, and migrant students who received instructional and support services funded by Title I, Part A during the 2009-2010 school year in TAS and SWP. Count pre-K through Grade 12. *Count each student in as many categories as apply to the student but count a child only once in each category* even if the child participated during more than one term or in more than one school during the reporting period.

  Note: Do not include nonpublic students, local neglected students, or adult participants of adult literacy programs funded by Title I.

- Enter the number of disabled and LEP students who received SES. Note that these numbers cannot be greater than the totals in the previous column.

- After all data are entered, click the Save Page button.

Tab 6: FTE Staff

* All districts that received Title I, Part A funding in 2009-2010 must complete this table.*

Purpose: The purpose of this table is to provide the number of full-time equivalent (FTE) staff funded through Title I, Part A programs during the 2009-2010 school year, by job category.

Note: All data for this chart must be entered as an FTE count. See following pages for more information on how to calculate FTE counts.

- Enter the number of FTEs *(unduplicated)* for nonclerical administrators, clerical support staff, and teachers in **targeted assistance programs only**. For FTEs who served both targeted assistance schools and schools operating approved schoolwide programs, report the FTE attributable to their TAS duties only in these categories. Note that if funds were allocated for TAS FTEs on the 2010 NCLB Consolidated Application under Title I, Part A, some counts should appear in this table.

- Enter the number of FTEs for Instructional Paraprofessionals.

  Note: A value must be entered in both TAS and SWP fields for this category. For example, if your district had no instructional paraprofessionals in SWP, enter a zero for the value.

- What is an "Instructional Paraprofessional"? A district employee who provides **instructional support** in a program supported with Title I, Part A funds. Instructional support includes the following activities:

  1. One-on-one tutoring for eligible students, if the tutoring is scheduled at a time when a student would not otherwise receive instruction from a teacher.
  2. Assistance with classroom management, such as organizing instructional and other materials.
  3. Assistance in a computer laboratory.
  4. Parental involvement activities.
  5. Support in a library or media center.
  6. Translators.
  7. Instructional services to students.

- Instructional paraprofessionals in a school operating a schoolwide program would be those paid in the Title I budget or on the Title I schoolwide or Title I salary budget lines.

- Enter the number of FTE Other Paraprofessionals for TAS.

- What is an "Other Paraprofessional"? Paraprofessionals who do **not** provide instructional support, for example, paraprofessionals who are translators or who work with parental involvement or computer assistance.

- In the second section of the table, the total number of FTE instructional paraprofessionals entered in the first section of the table will be displayed. In rows A-D, enter the number of FTE instructional paraprofessionals based on the qualifications listed. The system will calculate the number of unqualified Title I instructional paraprofessionals (Row E) when the Calculate Totals button is clicked.

- Provide the number of the identified Title I paraprofessionals who served special education students and were paid with Title I funds. Do not count paraprofessionals who were paid with IDEA or other funds.

- Click the Save Page button to save your entries.

Note: All input fields require a value. If you have no FTEs to report in a particular field, enter zero.

Full-Time Equivalent (FTE) Tables

Table 1 - 30 Hour Week

Hours Worked Per Week	FTE
.5 hrs. to 4.0 hrs.	.1
4.5 hrs. to 7.0 hrs.	.2
7.5 hrs. to 10.0 hrs.	.3
10.5 hrs. to 13.0 hrs.	.4
13.5 hrs. to 16.0 hrs.	.5
16.5 hrs. to 19.0 hrs.	.6
19.5 hrs. to 22.0 hrs.	.7
22.5 hrs. to 25.0 hrs.	.8
25.5 hrs. to 28.0 hrs.	.9
28.5 hrs. to 30.0 hrs.	1.0

Table 2 - 32.5 Hour Week

Hours Worked Per Week	FTE
.5 hrs. to 4.5 hrs.	.1
5.0 hrs. to 8.0 hrs.	.2
8.5 hrs. to 11.0 hrs.	.3
11.5 hrs. to 14.5 hrs.	.4
15.0 hrs. to 17.5 hrs.	.5
18.0 hrs. to 21.0 hrs.	.6
21.5 hrs. to 24.0 hrs.	.7
24.5 hrs. to 27.5 hrs.	.8
28.0 hrs. to 30.5 hrs.	.9
31.0 hrs. to 32.5 hrs.	1.0

Table 3 - 35 Hour Week

Hours Worked Per Week	FTE
.5 hrs. to 5.0 hrs.	.1
5.5 hrs. to 8.5 hrs.	.2
9.0 hrs. to 12.0 hrs.	.3
12.5 hrs. to 15.5 hrs.	.4
16.0 hrs. to 19.0 hrs.	.5
19.5 hrs. to 22.5 hrs.	.6
23.0 hrs. to 26.0 hrs.	.7
26.5 hrs. to 29.5 hrs.	.8
30.0 hrs. to 33.0 hrs.	.9
33.5 hrs. to 35.0 hrs.	1.0

Table 4 - 37.5 Hour Week

Hours Worked Per Week	FTE
.5 hrs. to 5.0 hrs.	.1
5.5 hrs. to 9.0 hrs.	.2
9.5 hrs. to 12.5 hrs.	.3
13.0 hrs. to 16.5 hrs.	.4
17.0 hrs. to 20.0 hrs.	.5
20.5 hrs. to 24.0 hrs.	.6
24.5 hrs. to 27.5 hrs.	.7
28.0 hrs. to 31.5 hrs.	.8
32.0 hrs. to 35.0 hrs.	.9
35.5 hrs. to 37.5 hrs.	1.0

Table 5 - 40 Hour Week

Hours Per Week	FTE
.5 hrs. to 5.5 hrs.	.1
6.0 hrs. to 9.5 hrs.	.2
10.0 hrs. to 13.5 hrs.	.3
14.0 hrs. to 17.5 hrs.	.4
18.0 hrs. to 21.5 hrs.	.5
22.0 hrs. to 25.5 hrs.	.6
26.0 hrs. to 29.5 hrs.	.7
30.0 hrs. to 33.5 hrs.	.8
34.0 hrs. to 37.5 hrs.	.9
38.0 hrs. to 40.0 hrs.	1.0

Instructions for Using the FTE Conversion Tables

To convert part-time staff hours per week to full-time equivalents (FTEs), find the table that corresponds to your district's full-time work week for each job classification. For each staff member in the job classification, find the FTE for that staff member's hours per week; then add the FTEs for all staff in that particular job classification. All FTEs are rounded to the nearest tenth (i.e., two-thirds time is rounded to .7).

Example

The job classification is a Title I instructional paraprofessional. The district defines the full-time work week as 35 hours for the job classification.

There are five private school instructional paraprofessionals who were employed in the Title I program:

> 1 worked 35 hours per week
> 2 worked 10 hours per week
> 2 worked 15 hours per week

The FTEs should be located in Table 3 and the results would be:

> 1 @ 35 hrs. = 1 x 1.0 = 1.0 (FTE)
> 2 @ 10 hrs. = 2 x 0.3 = .6 (FTE)
> 2 @ 15 hrs. = 2 x 0.4 = .8 (FTE)
> _____
>
> Total = 2.4 (FTEs)

Thus, 2.4 would be entered.

Tab 7: School Data Information

⇨ ***Only districts with Title I Schools in Need of Improvement (SINIs) must complete Tables 5 through 9.***

⇨ **Only those SINIs that the district served with Title I, Part A funds in 2009-2010 should be included in these tables.**

⇨ **If the district does not have SINIs, progress to the Submit tab.**

Purpose: The purpose of Tables 5a and 5b is to collect information regarding the number of Title I, Part A children who participated in the various steps of implementation for the Title I school choice and Title I supplemental educational services (SES) programs.

    ⬦ Click on the School Data Information tab and the page will display a list of all 2009-2010 Title I-funded SINIs with their poverty percentage and classification.

5a. School Choice Information

For all Title I-funded SINIs in your district, enter the requested information about school choice:

      ⌐⊖   **# Choice Eligible Current Year:** number of students <u>eligible</u> for school choice.

            <u>Note that the following rules apply:</u>
- Count *all* students currently enrolled in a school identified for improvement, corrective action, or restructuring;
- Count students who transferred in the current school year under the public school choice provisions of NCLB, Section 1116; and

      ⌐⊖   **# Applied for Choice Current Year:** number of students who <u>applied to</u> transfer during the school year under Title I public school choice provisions.

      ⌐⊖   **# Given Choice Opportunity Current Year:** number of students requesting transfer who were given the <u>opportunity</u> to transfer.

      ⌐⊖   **# Students Transferred Current Year:** number of students who <u>actually</u> transferred to another school under the Title I public school choice provisions.

      ⌐⊖   **# Students Continuing as Transferees:** number of students who previously transferred under NCLB, Section 1116 and continue to transfer for the current school year under Section 1116.

           <u>Note:</u> Do not count continuing transferees if the school from which the students transferred is no longer a SINI or no longer funded with Title I.

School Data Information   Instructions

5a.) School Choice Information
Complete the first four columns of Table 5a for those students who were eligible for school choice during the 2009-2010 school year. Do not count those students who transferred in a previous year under NCLB school choice option and continue to attend the school to which they previously transferred. Enter the previously (and continuing) transferred students into column five.

Title I SINI Schools				Choice				
Schools		Poverty Percent	Classification TAS/SWP	# Choice Eligible Current Year	# Applied for Choice Current Year	# Given Choice Opportunity Current Year	# Students Transferred Current Year	# of Students Continuing as Transferees*
050	HIGH	54.51 %	SW	0	0	0	0	0
070	MIDDLE	58.68 %	SW	0	0	0	0	0
Totals				0	0	0	0	0

*Do not count continuing transferees (column 5) if the school from which the students transferred is no longer a SINI or no longer funded with Title I.

The district is unable to provide school choice to eligible students at any grade level because (check box):
☐ 1. All schools at a grade level are in school improvement, corrective action, or restructuring.
☐ 2. The district has a single school at the grade level of the school at which students are eligible for public school choice.
☐ 3. The district's schools are so remote from one another that choice is impracticable.
☐ 4. The district was unable to offer choice for any other reason.

If #4 checked, please explain (Limit 1000 characters):

If school choice was offered check the appropriate box below:
☐ 5. The district offered choice at certain grade levels but not all grade levels.
☐ 6. The district offered choice at all grade levels.

Note: **The numbers in the choice columns 2 through 4 must not be larger than the numbers in the preceding columns. There may not be more students applying for choice, given the opportunity, or actually transferring than are eligible for choice, etc. Edits built into the system will produce an error message if this happens.**

🖱 If school choice is not offered, check off one of the three items listed below the table. If items 1-3 do not apply, check off #4 and provide an explanation in the text box.

🖱 If school choice was offered, complete items 5 and 6.

5b. SES Information

Enter SES data for eligible Title I students from schools in need of improvement, corrective action, or restructuring:

- 🖱 **# Eligible for SES:** number of students who were **eligible** for supplemental educational services (SES).

- 🖱 **# Applied for SES:** number of students who <u>applied</u> for SES.

- 🖱 **# Given SES Opportunity**: number of students who applied that were given the opportunity to choose an SES provider.

- 🖱 **# Received SES:** number of students who <u>actually</u> enrolled in and participated in at least 80% of the scheduled SES sessions.

5b.) SES Information

Title I SINI Schools				SES			
Schools	Poverty Percent	Classification TAS/SWP	EWEG Poverty	# Eligible for SES	# Applied for SES	# Given SES Opportunity	# Received SES
050 HIGH	54.51 %	SW	592	0	0	0	0
070 MIDDLE	58.68 %	SW	568	0	0	0	0
Totals			1160	**0**	**0**	**0**	**0**

A. Total dollar amount the district spent on public school choice transportation:

B. Total dollar amount the district spent on SES:

C. The number of times during the year the district offered SES to parents:

D. SES was not offered for the following reason: (Limit 1000 characters)

[Calculate]   [Save]

Note: The numbers in the first SES column must be larger than (or equal to) the numbers in the next three SES columns. There may not be more students applying for, given the opportunity, or receiving SES than are eligible for SES. Edits built into the system will produce an error message if this happens.

- 🖱 Complete items A – D in the list following the table. Transportation costs apply only to those students who transferred as a result of the School Choice option (# Students Transferred in Table 5a).

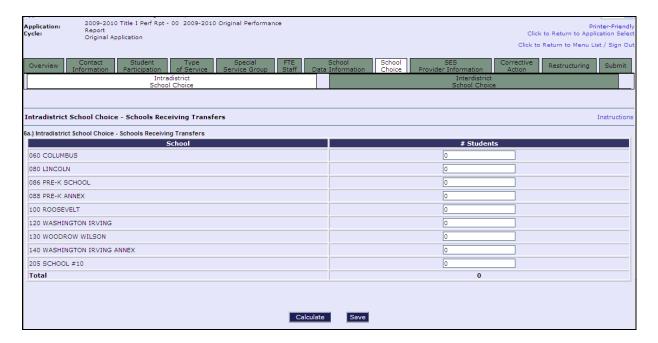- 🖱 If SES was not offered, provide an explanation in the text box.

🖱 Click the Calculate button, then click the Save button.

Tab 8: School Choice

Only districts with Title I SINIs must complete these school choice tables.

Clicking on the School Choice tab will open up the first of two subtabs labeled *Intradistrict* School Choice and *Interdistrict* School Choice.

Purpose: The purpose of these tables is to collect the number of students who transferred to another school *within* the district (intradistrict) and/or to a school in *another* district (interdistrict) as a result of participation in the Title I school choice option.
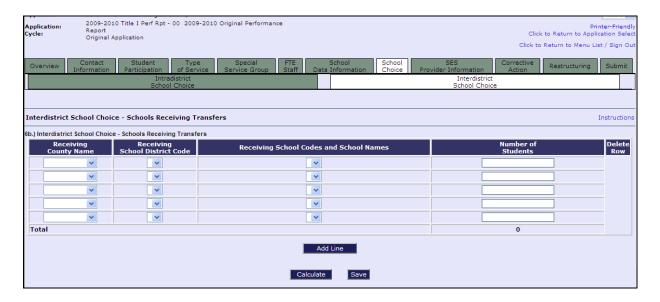
Application:	2009-2010 Title I Perf Rpt - 00 2009-2010 Original Performance		Printer-Friendly
Cycle:	Report		Click to Return to Application Select
	Original Application		Click to Return to Menu List / Sign Out

| Overview | Contact Information | Student Participation | Type of Service | Special Service Group | FTE Staff | School Data Information | School Choice | SES Provider Information | Corrective Action | Restructuring | Submit |

| Intradistrict School Choice | Interdistrict School Choice |

Intradistrict School Choice - Schools Receiving Transfers   Instructions

6a.) Intradistrict School Choice - Schools Receiving Transfers

School	# Students
060 COLUMBUS	0
080 LINCOLN	0
086 PRE-K SCHOOL	0
088 PRE-K ANNEX	0
100 ROOSEVELT	0
120 WASHINGTON IRVING	0
130 WOODROW WILSON	0
140 WASHINGTON IRVING ANNEX	0
205 SCHOOL #10	0
Total	**0**

Calculate   Save

6a. Intradistrict School Choice Screen

🖱   On the Intradistrict School Choice table (see screen above), all non-SINIs in the district are listed. Provide the number of students who transferred into each of these non-SINIs during the 2009-2010 school year as a result of the school choice option. Count new transferees and those students who previously transferred and continue at the choice school, providing the school from which they transferred is still a SINI and funded with Title I.

🖱   After data are entered, click the Calculate button, then click the Save button.

6b. Interdistrict School Choice Screen

Do <u>not</u> include students who transferred to another school district because of the following reasons:

— Were special education students in out-of-district placement.
— Were in another district as a result of a change in residence.
— Transferred as a result of being in a school identified as persistently dangerous.
— Participated in the non-Title I Interdistrict Public School Choice program.
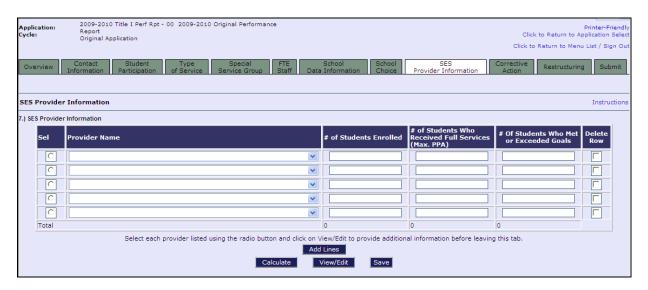

The district must complete the *Interdistrict* School Choice table if any students transferred into schools in <u>other districts</u> during the 2009-2010 school year as a result of exercising the Title I school choice option in a SINI. Count new transferees and those students who previously transferred and continue at the choice school, providing the school from which they transferred is still a SINI and funded with Title I. The table is designed to allow the selection of the district and school from drop-down lists.

- ☛ **Receiving County Name:** Select the county of the district that received the student. The page will refresh.
- ☛ **Receiving School District Code:** Select the school district code of the district that received the student. The page will refresh.
- ☛ **Receiving School Codes and School Names:** Select the receiving school. The page will refresh.
- ☛ **Number of Students:** Enter the number of students who transferred to the receiving school as a result of the school choice option.
- ☛ To add extra rows, click on the Add Line button.
- ☛ Click the Calculate button, then click the Save button.

🖰   To delete a row, click on the radio button in the last column for that row after you click on the Calculate button. When the data are saved, the checked row will be deleted.

Tab 9: SES Provider Information

Only districts with Title I SINIs must complete this table.

Purpose: The purpose of the SES screens is to collect data about the SES providers that served students in your district.

Provide information about each SES provider that served students in your district during the 2009-2010 school year.

- Select the appropriate SES provider from the drop-down list in the second column.

- Enter the requested student information in the next three columns. Note: The last column should provide the number of students who met or exceeded their goals *as reported by the SES providers*.

- **Click the Save button.** (If you have not saved the data, you may lose some entries and you will not be able to proceed to the survey.)

- Additional rows may be added if necessary by clicking on the Add Lines button. If new rows are added, complete all columns and click the Save button to preserve the entered data. Then proceed to the survey questions (see below).

- Click on the radio button in the first column to select a provider row. (More detail about completing the survey is provided in the next section of this guide.)

- Click on the View/Edit button and complete the survey for that selected provider. You must complete all survey items or entries will be lost when the page is saved.

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- ☝ Click the Save button, then click the Close Detail button to return to the SES provider list.

- ☝ Complete a row and survey for each provider.

- ☝ If a provider was entered by mistake, put a check in the Delete Row column, then click the Save button. The row will delete.

- ☝ If you revise your counts after you have saved your entries, you may recalculate by clicking the Calculate button. Then click the Save button again.

Note: Values entered in the last two data columns must be equal to or less than "# of Students Served" or you will receive an error message when the Save button is clicked.

Note: The total number of students served must equal the total number of students who received SES identified in Table 5b.

Provider Surveys

You must complete a provider survey for **each** SES provider on your list.

- ☝ Select the radio button for the first provider and click on the View/Edit button at the bottom of the screen. (You must have calculated and saved the entered provider data to see this screen). If you do not click on a radio button to select a provider before you click the View/Edit button, you will receive an error message.

- ☝ Answer the 16 questions about the provider in the first survey table by checking either "Yes," "No," or "N/A." **You must complete all survey items, or entries will be lost when the page is saved.**

- ☝ Answer the three questions in the second survey table.

- ☝ Click the Save button, then click the Close Detail button to go back to your SES provider list. (If you do not complete all items, you will receive an error message.)

- ☝ Repeat this process for each provider on your list by selecting the other radio buttons, then clicking on the View/Edit button. Follow the steps listed above.

Application:	2009-2010 Title I Perf Rpt - 00 2009-2010 Original Performance Report	Printer-Friendly
Cycle:	Original Application	Click to Return to Application Select
		Click to Return to Menu List / Sign Out

| Overview | Contact Information | Student Participation | Type of Service | Special Service Group | FTE Staff | School Data Information | School Choice | SES Provider Information | Corrective Action | Restructuring | Submit |

The Detail information is not completed for the following SES Provider (006 American Tutor, Inc.)

SES Provider Information   Instructions

7.) SES Provider Information

Provider Name	006 006 American Tutor, Inc.		
Yes	**No**	**N/A**	
○	○	○	The SES Provider submitted a final progress report for students receiving SES.
○	○	○	Based on the student performance reports that you received and reviewed from this provider, do you recommend this provider remain on the NJ approved SES Provider list?
○	○	○	The SES Provider participated in the development of an Individual Student Learning Plan with the district and parents.
○	○	○	The SES Provider delivered a curriculum aligned with NJ Core Curriculum Content Standards.
○	○	○	The SES Provider used appropriate curriculum-aligned educational materials for students.
○	○	○	The SES Provider delivered services that were secular, neutral, non-ideological, and consistent with the instruction and content of the district.
○	○	○	The SES Provider used instructional strategies that were of high quality and research-based.
○	○	○	The SES Provider employed staff that was qualified and trained to provide services.
○	○	○	The SES Provider employed our district staff as instructors.
○	○	○	The SES Provider delivered services on school property.
○	○	○	The SES Provider delivered services in a safe and effective learning environment off school premises.
○	○	○	The SES Provider delivered services to eligible LEP students as contracted (if applicable).
○	○	○	The SES Provider delivered services to eligible special education students as contracted (if applicable).
○	○	○	The SES Provider submitted monthly progress reports for all students receiving SES.
○	○	○	Based on the program implementation procedures outlined by the district, did the provider comply with operational, administrative, and contractual requirements?
○	○	○	Have you reported to the state any violations of the provider's responsibilities, including but not limited to, federal regulatory requirements, compliance with health, safety, and civil rights laws, failure to provide services as approved by the state, failure to uphold NJ SES Provider Assurances, and/or specific terms of the provider's contract with the district?

Yes	No	
○	○	Have there been any known violations of the provider's responsibilities, including but not limited to, compliance with health, safety, and civil rights laws and the specific terms of the provider's contract with the district?
○	○	Based on the monitoring information and student report you received and reviewed from this provider, do you recommend this provider remain on the NJ approved SES Provider list?
○	○	Have any complaints been received from parents or other parties?

Close Detail   Save

Tab 10: Corrective Action

Only districts with Title I schools in Corrective Action in 2009-2010 must complete this table.

Purpose: The purpose of this table is to determine the corrective actions that schools have taken.

- 🖱 Each school in corrective action in your district will appear on this screen. You must check off all actions the district has taken for **each** school listed.

- 🖱 When complete, click the Save button.

- 🖱 At least one action must be checked for each listed school.

Tab 11: Restructuring

Only districts with Title I schools in Restructuring in 2009-2010 must complete this table.

Purpose: The purpose of this table is to determine the restructuring actions that schools have taken.

    🖱   Each school in restructuring in your district will appear on this screen. You must check off all actions the district has taken for **each** school listed.

    🖱   When complete, click the Save button.

    🖱   At least one action must be checked for each listed school.

    🖱   If action A is checked, explain in the text box the nature of the school governance restructuring.

Tab 11: Submit

When all screens are completed, click the Submit button to submit your Title I performance data for 2009-2010. The EWEG system will prompt you to initiate a consistency check to ensure that all required screens have been completed. The system will also cross check the values entered into various tables. If more information or revisions are required, you will receive an error message. Once the consistency check is successfully completed, click the Submit to NJDOE button.

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